

Avon Housing Authority

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TOWN OF AVON

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TOWN CLERK

**MINUTES
REGULAR MONTHLY MEETING
November 19, 2015
5:00 P.M.**

The Avon Housing Authority held its regular monthly meeting on Thursday, November 19, 2015 at 5:00 p.m. at the office of the Housing Authority, 1 Fellowship Circle, Avon, MA. Chairman Jensen called the meeting to order at 5:00 p.m.

Board Members Present:

M. Janet Jensen	Chairman
Judy Laniewski	Vice Chairman
Sonya Mahoney	Assistant Treasurer
John Sullivan	Clerk

Board Members Absent:

Jo Holmes	Treasurer
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Others Present:

Sherry Guilbault	Executive Director
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Guests/Tenants:

None

Board members reviewed the Maintenance Report.

M/Laniewski, S/Mahoney. Motion to approve the minutes of the regular meeting of September 9, 2015. Unanimous vote, motion passed.

M/Sullivan, S/Laniewski. Motion to approve the minutes of the special meeting of September 17, 2015. Unanimous vote, motion passed.

M/Mahoney, S/Laniewski. Motion to approve the minutes of the regular meeting of October 7, 2015. Unanimous vote, motion passed.

M/Laniewski, S/Sullivan. Motion to approve the minutes of the special meeting of October 26, 2015. Unanimous vote, motion passed.

M/Mahoney, S/Sullivan. Motion to accept the 667 vouchers through November 19, 2015. Unanimous vote, motion passed.

M/Mahoney, S/Sullivan. Motion to accept the Executive Director's time sheets as presented through November 13, 2015. Unanimous vote, motion passed.

Executive Director's Report:

Vacancy and lease activity since the last Board Meeting:

3B Vacant 8/5/15 – Deceased — Leased 10/23/15

13B Vacant – 9/1/15 – Deceased — Leasing 11/20/15

4C Vacant – 11/2/15 – Transfer -

Update of Work Plan #018027 VCT and Stair Tread Replacement

FYE 2016 Budget has been re-submitted.

Sherry Guilbault to contact the Selectmen regarding the Board Vacancy

Discussed advertising for Snow Removal. The Executive Director will put together a bid package and place an ad for snow removal services.

The Executive Director discussed the proposal received for security cameras. The Board agreed to hold off installing security cameras at this time.

Discussed line striping at Fellowship Circle. Board agreed to hold off on line striping until the spring, due to possible increase in snow removal costs.

Sherry Guilbault brought up that she received a request for railings at the walkway in front of Units 18 & 19. The Board discussed that railings have been installed in the past on walkways with an incline only. The Board agreed there is no incline in front of units 18 & 19 and therefore no railings are needed.

The Director presented the Board with a sample management agreement from Taunton Housing.

M/Sullivan, S/Laniewski. Motion to accept the Executive Director's Report as presented. Unanimous vote, motion passed.

Old Business:

Veteran's Housing to be kept tabled until a future meeting.

New Business:

Operating and Balance Statements for October were tabled.

Discussed the "No Smoking" Policy. Sherry will adjust the presented policy for the Board to possibly adopt at the next Board Meeting.

M/Mahoney, S/Laniewski. Motion to adjourn meeting at 6:50 p.m. Unanimous vote, motion passed.

Respectfully submitted,



Sherry L. Guilbault
Secretary/Executive Director